

WILLIAM RAINEY HARPER COLLEGE  
Algonquin & Roselle Roads  
Palatine, Illinois

BOARD MEETING

AGENDA

June 9, 1977

8:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Citizen Participation
- V. Approval of Disbursements
  - A. Bills Payable
  - B. Payroll - May 15 and May 31, 1977
  - C. Estimated Payroll June 1 through July 31, 1977
  - D. Financial Statement
  - E. Budget Transfers
  - F. Bid Awards
  - G. Construction Change Orders
- VI. Communications
- VII. Unfinished Business
  - A. Selection of Board Attorney
- VIII. New Business
  - A. RECOMMENDATION: Staffing
    1. Faculty
      - a. Counselor Exhibit A-1a
      - b. Nursing/Nursing-Refresher Instructor Exhibit A-1b
    2. Administration
      - a. Resignation, Dean of Student Services Exhibit A-2a
  - B. RECOMMENDATION: Salary Program
    1. Classified Staff Salary Program Exhibit B-1
    2. Teacher/Counselor Associate Salary Program Exhibit B-2
  - C. RECOMMENDATION: Contract Riders
    1. Academic Affairs Exhibit C-1
    2. Student Affairs Exhibit C-2
  - D. RECOMMENDATION: Budget Hearing Resolution Exhibit D
- IX. President's Report
- X. Adjournment.

WILLIAM RAINEY HARPER COLLEGE  
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 512  
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Regular Board Meeting of Thursday, June 9, 1977

CALL TO ORDER:

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Munson on Thursday, June 9, 1977, at 8:00 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads.

Present: Members Jan Bone, Joan Klussmann, Robert R. Moats, Shirley A. Munson, David Tomchek, Natalie Weber, and Student Member Robin Turpin

Absent: Member Jessalyn Nicklas

Also present: Robert E. Lahti, John Birkholz, Pat Bourke, Bob Chantry, Frank Christensen, Bob Cormack, Ray DePalma, Anton A. Dolejs, Denny Dunton, Guerin Fischer, Tony Franchi, John Gelch, Jean Goodling, Donald Holland, Fred Inden, John Januszko, W. D. Klingenberg, L. W. Knight, Henry Kurowski, C. Patrick Lewis, William J. Mann, Bob Marshall, William Miller, William E. Miller, Don Misic, John Morrow, Joann Powell, Henry Roepken, Jim Smith, Donn Stansbury, Sue Stidger, Elaine Stoermer, Andrew Suk, Paul Swanson, Pat Swisher, Urban Thobe, Fred Vaisvil, P. Vander Haeghen, Frank Vandever, W. Von Mayr, Gordon Wallace, Dave Williams, Regina Witort, and Robert Wyman--Harper College; Paul Scott--Harper Student; Edward J. Lyng and Harrington J. Pierce--Lyng Canteen Service; Jack Brown--ARA Services; Rena Cohen--Paddock Publications; and Kay Moats.

MINUTES:

Member Moats moved, Member Weber seconded, approval of the minutes of the regular Board meeting of May 12, 1977, and the special Board meeting of May 31, 1977.

Member Tomchek stated he had corrections to the minutes. He commented that he found the minutes too detailed and felt they should be simplified. However, it was the consensus of the Board that they preferred the detailed minutes. As suggested by Member Tomchek, Chairman Munson stated she would have the minutes of the past few months reviewed by counsel in order to set some guidelines on what is appropriate for the minutes.

Member Tomchek requested the following corrections to the minutes: in the minutes of May 12, 1977, on page 1, under "Also present," correct the spelling of Norman Swenson's name, and on page 12, third paragraph, Linda Pulla be corrected to read Brenda Pulla; in the minutes of May 31, 1977, page 5, subsequent to

MINUTES:  
(cont.)

Member Nicklas' statement in the last paragraph, the following sentence be added, "Member Tomchek called the question." Member Bone stated at the May 12, 1977 meeting, in the discussion on the Advisory Board for the Journalism program, a Board member suggested the administration give consideration to including a representative from Paddock on the Advisory Board. Member Bone requested the minutes of May 12 be corrected to reflect this suggestion.

Upon roll call on the corrected minutes, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

CITIZEN  
PARTICIPATION:

Mr. Harrington Pierce, attorney for the Lyng Canteen Service, informed the Board he wished to speak to an item on the agenda. At the suggestion of Chairman Munson, Mr. Pierce agreed to wait until the item was reached on the agenda.

APPROVAL OF  
DISBURSEMENTS:  
Bills Payable

Member Klussmann moved, Member Bone seconded, approval of the bills payable of June 9, 1977, as follows:

Educational Fund	\$207,173.21
Building Fund	254,714.95
Site & Construction Fund	12,571.79
Auxiliary Fund	147,017.81

A discussion followed on the bills payable. Member Tomchek questioned the great amount of activity in the Imprest Fund, referring specifically to a number of meeting and travel expenses. He felt the item descriptions were elusive and wondered if the expenses of programs which are self-supporting could not be so designated. Dr. Mann explained the college travel policies allow for use of the Imprest Fund, mainly as a convenience for people. Under the system used, meeting expense, as defined in the accounting system and in the accounting manual, covers a broad category of items. This could be expanded to give more explanation of each item, but it would of necessity expand the process a great deal. Dr. Mann stated travel could be changed to go through the Educational Fund and written once a month if the Board so desired.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

APPROVAL OF  
DISBURSEMENTS:  
Payrolls

Member Weber moved, Member Bone seconded, approval of the payroll of May 15, 1977, in the amount of \$449,864.06; the payroll of May 31, 1977, in the amount of \$362,867.02; and the estimated payroll of June 1, 1977 through July 31, 1977, in the amount of \$1,639,767.25.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber

Nays: None

Motion carried. Member Turpin voted aye.

Estimated  
Utility Bills

Member Weber moved, Member Klussmann seconded, approval of the estimated utility bills of August, 1977, in the amount of \$38,000.00.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber

Nays: None

Motion carried. Member Turpin voted aye.

Financial  
Statements

Chairman Munson called attention to page 13 of 13 in the Financial Statements--under Expenditures there seemed to be an error in the Inter-Collegiate Athletics figures. Dr. Mann agreed and stated this would be corrected.

Budget  
Transfers

Member Klussmann moved, Member Weber seconded, approval of the budget transfers in the Educational Fund, in the amount of \$77,875.00, and in the Auxiliary Enterprises Fund, in the amount of \$1,500.00, as per Exhibits V-E(1) and V-E(2) attached to the minutes in the Board of Trustees' Official Book of Minutes.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber

Nays: None

Motion carried. Member Turpin voted aye.

Bid Awards

Member Weber moved, Member Klussman seconded, approval of bid awards in Exhibit V-F, as follows:

V-F1 Award bid request Q-4747 for milk and milk products for the fiscal year 1977-78 to the Hedlin Dairy Co., the low bidder according to specifications, in the amount of \$17,596.35.

APPROVAL OF  
DISBURSEMENTS:  
Bid Awards  
(cont.)

- V-F2 Award bid request Q-4746 for "Snack" items for the fiscal year 1977-78 to the Frito-Lay Corp., the low bidder, in the amount of \$6,500.00.
- V-F3 Award bid request Q-4743 for coffee for the fiscal year 1977-78 to the Superior Coffee Co., as low bidder, in the amount of \$2,632.80.
- V-F4 Award bid request Q-4744 for assorted syrups for the fiscal year 1977-78 to the Coca Cola Co., sole supplier to guarantee prices, in the amount of \$7,500.00.
- V-F5 Award bid request Q-4742 for the printing of the 1977-78 Harper College Fall Course Schedule to the low bidder, Park Press, in the amount of \$10,452.00.
- V-F6 Award bid request Q-4749 for bakery goods for the fiscal year 1977-78 to the Burny Brothers Bakery as low bidder according to specifications in the amount of \$2,681.95.
- V-F7 Renew the "Time Sharing Agreement" between Harper College and St. Viator High School in the amount of \$31,445.00 for the academic year 1977-78.
- V-F8 Award bid request Q-4735 for the construction of additional dental x-ray facilities in the Dental Hygiene Clinic to the low bidder, the J.S.Adams Co., in the amount of \$13,248.00.
- V-F9 Award bid request Q-4728 for vending machines for the fiscal year 1977-78 to the ARA Corp., offering the highest commission structure.
- V-F10 Award bid request Q-4735 for electronic cash registers to the low bidder, Merchants Cash Register, in the amount of \$2,529.00.
- V-F11 Authorize the change orders as indicated.
- V-F12 Approve the issuing of a blanket purchase order to Paddock Publications in an amount not to exceed \$3,000.00.
- V-F13 Approve the lease of the Burroughs L9941-220 for the fiscal year 1977-78 in the amount of \$14,724.00.
- V-F14 Authorize the change order to Colonial Chevrolet as stipulated.
- V-F15 Renew the present copier rental agreement with 3M Co., in the amount of \$12,960.00.

APPROVAL OF  
DISBURSEMENTS:  
Bid Awards  
(cont.)

V-F16 Award the bid for typewriter maintenance to Clayton Office Equipment, as the bidder most capable of meeting the college's needs, in an amount not to exceed \$9,000.00.

Mr. Harrington Pierce, lawyer for Lyng Canteen Services, referred to bid award V-F9 for the vending contract. He informed the Board he had been recently retained by Mr. Lyng, one of the unsuccessful bidders, concerning possible irregularities in the procedures, but had not had the opportunity to examine the documents. He asked if the Board could table consideration of this matter.

Chairman Munson stated the Board was aware of a possible problem with regard to this bid. This had been reviewed by the Board attorney, and the Board had received a large amount of back-up material, including Mr. Lyng's communications. After review of this back-up material, it was the consensus of the Board that there was nothing improper or illegal in the process that was followed. Dr. Moats noted that the present contract expires June 30, and it was appropriate to take action at this meeting or hold a special meeting. Otherwise, the college would be operating without a contract after July 1. Mr. Lyng raised several questions. Member Tomchek pointed out if there is any evidence that the Board made a wrong decision, it would be subject to reconsideration at a later date. Chairman Munson agreed with Member Tomchek that public records would be made available to Mr. Lyng.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

Change Orders

Member Klussmann moved, Member Moats seconded, approval of proposed Change Orders PCM #1, PCM #3 and PCM #7, for submittal to the Capital Development Board (as per Exhibit V-G attached to the minutes in the Board of Trustees Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

COMMUNICATIONS:

Chairman Munson referred to a letter, complimentary to Guenter Lehmann of the faculty, stating the Board would be receiving copies of the letter.

UNFINISHED  
BUSINESS:  
Selection  
of Board  
Attorney

Chairman Munson explained that after an exceptionally large bill for legal fees, the Board decided to obtain background on attorneys. The present attorney was evaluated by the Board, and these evaluations were reviewed by Member Weber. At the reorganization meeting, the motion to appoint an attorney was tabled. Member Weber was subsequently directed by Chairman Munson to proceed further. Selected information on attorneys representing community colleges in the Chicago area had now been provided the Board, and Chairman Munson felt this information would provide the Board enough background to make their selection. She stated she had been remiss in not handling this through action at a Board meeting. Member Tomchek added that Member Weber and he felt the particular charge was to find one firm to handle the college business.

Member Weber moved, Member Tomchek seconded, approval of the appointment of the firm of Robbin, Schwartz, Nicholas & Lifton, Ltd., as official Board Attorney.

Member Moats felt the only reason for changing attorneys would be to assure the Board of better legal services, and requested that a definite indication the Board would be getting better legal service at less cost, or some combination of both, be provided. Member Weber pointed out these are attorneys utilized by other community colleges and stated that in her summation a comparison could be easily made.

Member Moats referred to the disadvantage of not having a formal appointment of a committee with a definite charge. He had understood that, as one of the alternatives, it might be to the Board's advantage to seek out a single law firm. Member Weber stated this was discussed before a committee meeting, and they did specifically ask for direction and it was the Board's consensus that they wanted one firm to handle all legal matters. Member Moats asked if it were determined that this is an advantage. Member Weber stated differing opinions were received, depending on the size of the firm and their desire to provide that kind of coverage. She spoke of the extensive and specialized concentration in the educational field of the firm of Robbin, Schwartz, Nicholas & Lifton, Ltd. Mr. Nicholas would be the principal to be contacted on a regular basis and Mr. Lifton on collective bargaining. Mr. Tomchek pointed out that when an issue arises of concern to all the districts they represent, the cost is shared. Member Moats asked to what extent the administration had been involved.

UNFINISHED  
BUSINESS:  
 Selection  
 of Board  
 Attorney

Member Weber stated some information had been received from the administration in March, and, since this was a Board Attorney, she felt the Board was well equipped to go through the process of selection. Member Moats pointed out the administration works with the Board Attorney on a regular basis more than the Board does. Member Tomchek noted it is up to the attorney and the administration to work together. Member Moats urged that in the future, as a matter of courtesy, the administration be asked for comments on this type of thing. Chairman Munson suggested that, at his convenience, Dr. Lahti meet with the attorney to work out procedures.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Munson,  
 Tomchek and Weber  
 Nays: Members Moats

Motion carried. Member Turpin voted aye.

Advisory  
 Board to  
 Journalism  
 Program

Dr. Cormack reported the Advisory Board to the Journalism Program held a meeting with three of the committee members there. The significant part of the meeting was the reorganization of the committee. There will be a standing committee of 10 or 11 people, including Mr. Henry Roepken and Ms. Susan Havlic. Dr. Cormack stated they will take note of the Board recommendation on Paddock Publications. He reported Dr. Birkholz had asked that the committee be reorganized by Aug. 1. A formal list on all advisory committees will be presented for Board consideration in October.

Performance  
 Criteria--  
 Ad Hoc  
 Committee  
 on Rank

Dr. Birkholz reported on the recommendation on Performance Criteria--Ad Hoc Committee on Rank. After the last meeting of the Board, he sent a memo to W. E. Miller, President of the Faculty Senate, and received a response from him with their request that service be granted for the following:

Faculty Senate (as an organization)  
 Blood Bank Committee  
 Crusade of Mercy  
 Book Scholarship Committee  
 Negotiations Committee  
 Internal External Communications Committee  
 Senate Executive Officers Meetings  
 PERC Committee (Presidential Evaluation  
 Review Committee)

Based on a review of current Board Policy 3.1.1 Performance Criteria, Section D, Effectiveness of College Service, Dr. Birkholz recommended that service to the following be granted as performance criteria:



UNFINISHED  
BUSINESS:  
 Performance  
 Criteria--  
 Ad Hoc  
 Committee  
 on Rank  
 (cont.)

Blood Bank Committee  
 Crusade of Mercy  
 Book Scholarship Committee  
 Internal External Communications

Dr. Birkholz stated he did not recommend the others as he did not feel they fell within the criteria of present Board Policy. He reported he had communicated his recommendation to Mr. Miller, but had not received a response.

As this criteria is not specifically part of policy, but included in the Procedures Manual, Chairman Munson stated no formal action was necessary. Dr. Birkholz pointed out, however, that it is important that both administration and faculty are aware of this position, as this would affect applications for promotion and materials put into forms for faculty evaluation.

Therefore, Chairman Munson called for a voice vote on approving the criteria as recommended by Dr. Birkholz. As there were no nay votes, she stated the procedures were adopted and would be inserted in the Faculty Procedure Manual.

Bid Opening,  
 Phase I of  
 Building M

Member Moats informed the Board that the bid opening for Phase I of Building M was held yesterday, with the result that the four lowest bids add up very closely to the architects estimate. He stated this means the college should be able to meet the cost objectives of this project. Member Moats reviewed the background of the decisions made six months ago on design alternatives. He pointed out there is a 10% contingency--5% cost contingency on design and 5% contingency on construction. Member Moats questioned if CDB could mix the two contingency funds. Dr. Mann stated he would check this out. The architect is reviewing the bids and will then make recommendations to the Capital Development Board. If the recommendations are acceptable, the CDB will award contracts to the successful bidders. If any problems arise, the Board will be informed.

Educational  
 Foundation

Member Klussmann reported on the annual meeting of the Harper College Educational Foundation. New officers were elected, with Jack Pahl of Elk Grove Village elected president. The Foundation approved long-term goals--the creation of an endowment fund, the interest on this fund to be used for an enrichment program, and to keep active approximately six projects at a time. Member Klussmann reported on the manner in which the Foundation planned to seek endowment funds and the various projects they are involved in. The Foundation would like to know if they may use the Board Attorney, when necessary, as they have in the past. Dr. Lahti

UNFINISHED  
BUSINESS:  
 Educational  
 Foundation  
 (cont.)

pointed out their use of the Attorney has been minimal. The Board agreed they had no objection to the Foundation using the Board Attorney. Member Tomchek suggested the Board should limit the number of people who contact the Attorney. Dr. Lahti pointed out it would be difficult to certify expenses unless this is cleared through the administration. With the Board's concurrence, he stated procedures would be set up with the Board Attorney and copies of the procedures sent to the Board. Chairman Munson directed Dr. Lahti to relay the information to the Foundation regarding the use of the Attorney.

Interface  
 with  
 Wheeling

Following the meeting on the Master Plan, Chairman Munson stated the Board had made a tentative commitment to go to Wheeling for an interface. Dr. Lahti suggested starting with the Village of Wheeling, in the hope they will be the coordinating agent, and contacting all community officials for this meeting. Chairman Munson directed Dr. Lahti to work on setting this meeting up after June 20. Dr. Mann estimated he would have a draft of the process involved in the Master Plan within a week.

Member Moats asked about the progress on the administrative audit and the evaluation of the college President, which needs to be done by July 1. Chairman Munson reported there will be a committee meeting on June 14 on administrative salary review. If there are individual salaries to be considered, this will be done in executive session. She stated she had talked with Dr. Lahti on evaluation and hopefully something will be worked out before the end of the month. Chairman Munson reported she is getting proposals on the administrative audit.

NEW BUSINESS:  
Staffing--  
 Faculty

Member Tomchek moved, Member Weber seconded, approval of the appointment of Ms. Kathleen Smith as a Counselor, with the rank of Instructor, effective August 16, 1977, at an annual salary of \$12,570.00 for a 39-week contract.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
 Tomchek and Weber  
 Nays: None

Motion carried. Member Turpin voted aye.

Member Tomchek moved, Member Weber seconded, approval of the appointment of Ms. Lenore K. Jacobson as Instructor, Nursing, effective August 16, 1977, at an annual salary of \$14,825.00 for a 39-week contract.

NEW BUSINESS:

Staffing--

Faculty  
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

Staffing--  
Administration,  
Resignation

Member Weber moved, Member Bone seconded, that the Board of Trustees accept with regret the resignation of Dr. George Minkevich, Dean of Student Services, effective June 30, 1977.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

Salary Program--  
Classified Staff

Member Weber moved, Member Moats seconded, that the Board approve a sum not to exceed \$126,000.00 to implement the salary program for the non-academic staff for the 1977-1978 year. No staff member will be allowed to exceed the range maximum assigned to the classification assigned.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

--Teacher/  
Counselor  
Associate  
Salary  
Program

Member Weber moved, Member Klussmann seconded, that the Board approve a sum not to exceed \$6,500.00 to implement the proposed salary program for the 1977-78 year. No teaching/counseling associates will be allowed to exceed the maximum of the range assigned.

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

Contract  
Riders

Member Weber moved, Member Klussmann seconded, that the Board award contract riders during the 1977-78 academic year for the number of days and salary indicated for each program coordinator listed in Ex.C-1 attached to the minutes in the Board of Trustees' Official Book of Minutes. These amounts are budgeted

NEW BUSINESS:  
Contract  
Riders  
(cont.)

yearly in the appropriate divisional salary account.

Upon roll call, the vote was as follows:

- Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber
- Nays: None

Motion carried. Member Turpin voted aye.

Member Klussmann moved, Member Moats seconded, that Board approve counselor riders for a total not to exceed \$38,000.00 for the 1977-78 orientation and pre-registration periods, as listed in Ex. C-2 attached to the Minutes in the Board of Trustees' Official Book of Minutes. Those counselors working five weeks will be assigned to cover Christmas or Easter vacation periods.

Upon roll call, the vote was as follows:

- Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber
- Nays: None

Motion carried. Member Turpin voted aye.

Budget  
Hearing

Member Weber moved, Member Klussmann seconded, that the following resolution be approved by the Board of Trustees:

RESOLUTION

BE IT RESOLVED: That the fiscal year for Community College District No. 512, Counties of Cook, Kane, Lake and McHenry, and State of Illinois, be and hereby is established as commencing on July 1, 1977 and ending on June 30, 1978.

BE IT FURTHER RESOLVED: That the public hearing on the tentative budget for the fiscal year beginning July 1, 1977 be set for 8:00 o'clock P.M., on Thursday, July 14, 1977, in the Board Room of said College at Roselle and Algonquin Roads, Palatine, Illinois, and that proper notice of said hearing and of the availability of the budget for public inspection be given by the Secretary of this Board of Trustees by publishing notice thereof at least thirty days prior to July 14, 1977, in the Elk Grove Herald, Rolling Meadows Herald, Arlington Heights Herald, Mount Prospect Herald, The Herald, Cook County Herald, Palatine Herald, Wheeling Herald, and the Barrington Courier Review, being newspapers published in this college district, which notice shall be in substantially the following form:

PUBLIC NOTICE

PUBLIC NOTICE IS HEREBY GIVEN by the Board of Trustees of Community College District No. 512, Counties of Cook, Kane, Lake, and McHenry, and State of Illinois, that

NEW BUSINESS:

Budget  
Hearing  
(cont.)

commencing at 9:00 o'clock A.M. on June 14, 1977, a tentative budget for said college district for the fiscal year beginning July 1, 1977, will be on file and conveniently available to public inspection at the Business Office of said college district at Roselle and Algonquin Roads, Palatine, Illinois, during usual and customary business hours.

PUBLIC NOTICE IS FURTHER HEREBY GIVEN that a public hearing will be held on said budget at 8:00 o'clock P.M., on the 14th day of July, 1977, in the Board Room of said college at Roselle and Algonquin Roads, Palatine, Illinois.

DATED at Palatine, Illinois, this 9th day of June, 1977.

BOARD OF TRUSTEES OF COMMUNITY  
COLLEGE DISTRICT NO. 512  
COUNTIES OF COOK, KANE, LAKE  
AND MCHENRY, AND STATE OF ILLINOIS

By: Natalie Weber  
Secretary

Upon roll call, the vote was as follows:

Ayes: Members Bone, Klussmann, Moats, Munson,  
Tomchek and Weber  
Nays: None

Motion carried. Member Turpin voted aye.

PRESIDENT'S  
REPORT:

Dr. Lahti distributed copies of the second Unofficial Summer School Enrollment Data indicating the unofficial enrollment is up 14 percent over last year. The official 10th day enrollment figures will be announced on June 17. Dr. Lahti stated that in the past the summer school enrollment has been the best indicator of fall enrollment. Dr. Lahti called attention to the item on 950 high school students taking the ACT test on June 18, stating this is the largest group to ever take the ACT test at Harper.

Dr. Lahti announced that Mitzi Andelman, Coordinator of the Child Care Program, has received her PhD in Educational Psychology from the University of Chicago, impressive credentials for the Child Care Program.

Three grants, totaling \$181,000, have been received from CETA. Dr. Lahti discussed the three projects under these grants and stated the contracts will be reviewed by counsel before acceptance or rejection.

With the concurrence of the Board, Dr. Lahti will draft a resolution of commendation in reference to Frank Hines' service as Harper's first and only

PRESIDENT'S  
REPORT:

attorney for the last 13 years, for approval at the next Board meeting.

Dr. Lahti distributed three brochures to the Board on the Center for Real Estate Education, Real Estate Review Exam, and Piano Day Camp Programs, remarking that these are a continuation of the Adult and Continuing Education Program.

ADJOURNMENT:

Member Weber moved, Member Moats seconded, that the meeting be adjourned at 10:20 p.m. Motion carried.

Chairman Shirley Munson

Secretary Natalie Weber